

The mission of the Iowa Department on Aging is to develop a comprehensive, coordinated and cost-effective system of long term living and community support services that help individuals maintain health and independence in their homes and communities.



Most-in-Need

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Performance Measures

Department of Labor has established measures to rate a grantees success, as follows:

- Community Service
- Entered Employment
- Employment Retention
- Average Earnings
- Service Level
- Most-in-Need

Community Services Measure

- Definition - the amount of community service provided in a reporting period compared to the amount of community service funded by the grant.
- The formula to determine this performance measure:
 - The number of hours of community service in the reporting period divided by the number of hours of community service funded by the grant minus the number of paid training hours in the reporting period

Entered Employment

- Comparison of those who entered employment in relation to all participants not employed
- The formula to determine the performance measure:
 - Of those not employed at the time of participation, the number of participants employed in the first quarter after the exit quarter divided by the number of participants who exit during the quarter

Employment Retention

- People who remain in the job as measured at specific points in time.
- The performance measure is determine by:
 - Of those participants who are employed in the first quarter after the exit quarter, the number employed in both the second and third quarters after the exit quarter divided by the number of participants who exit during the quarter

Average Earnings

- Average earnings is a comparison of earnings between different groups of exiters.
- Performance measure is determined:
 - Of those participants who are employed in the first, second, and third quarters after the quarter of program exit, total earnings in the second and third quarters after the exit quarter, divided by the number of exiters during the period

Service Level

- A point in time measure
- The number of participants who are active on the last day of the reporting period or who exited during the reporting period divided by the number of modified community service positions

Service to Most-in-Need

- Average number of barriers to employment per participant.
- The total number of the following characteristics: severe disability, frail, age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIA Title I, and homeless or at risk of homelessness divided the number of participants who are active on the last day of the reporting period or who exited during the reporting period

1) Service to Most-in-Need

- The MiN measures that cannot be updated after admission to SCSEP and are some of the elements of this performance measure
 - Homeless or at risk of homelessness
 - Rural
 - Limited English Proficiency (LEP)
 - Low Literacy Skills
 - Veteran or qualified spouse
 - Disability
 - Failed to find employment after using WIA Title I
 - Low Employment Prospects

Homeless

- Homeless means (1) an individual who lacks a fixed, regular, and adequate nighttime residence; and (2) an individual who has a primary nighttime residence that is: (A) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); (B) an institution that provides a temporary residence for individuals intended to be institutionalized; or (C) a public or private place

Risk of Homeless

- A real and imminent likelihood of becoming homeless
- No resources or support network to obtain housing
- At risk – eviction notice; rent or mortgage overdue

Rural

- Use the zip code tables in SPARQ
- Definition according to the Data Collection Handbook
 - An area not designated as a metropolitan statistical area by the Census Bureau
- There are complete instructions in the Data Collection Handbook if the SPARQ table does not include a zip code

Limited English Proficiency

- The applicant does not speak English as primary language and has limited ability to read, speak, write or understand English
 - The ability of the applicant to complete the assessment form may provide clues to this element
 - Also, ask the applicant, cannot meet their needs if you don't know

SCSEP Data Collection Handbook and LEP

- SCSEP's obligation to the person with LEP
 - As recipients of federal grant money, grantees and sub-grantees are subject to Title VI of the Civil Rights Act. Title VI requires that LEP participants have meaningful access to all federally funded programs. You are required to identify LEP participants and to have a plan for communicating with them about the essential features of the program.

LEP Obligations continued

- Providing an interpreter is usually the preferred method, but you may also provide written translations of critical documents. If the need for interpreter services in a particular language is small, you do not need in-house capacity to communicate with the LEP participants on demand. However, you should arrange with another community organization or a professional interpreter service (there are several that operate over the telephone) to provide timely and meaningful assistance to all LEP participants.

LEP Obligations continued

- To address the participant's long-term needs, you should review the participant's **IEP** and consider whether the participant would benefit from English as a Second Language (ESL) classes and a host agency assignment where language skills could be worked on. If part of an IEP and the grant agreement, ESL classes are an allowable expense, and the participant may be paid wages while attending these classes.

Low Literacy Skills

- LEP doesn't count toward LL skills
- The applicant reads, writes or computes at or below an 8th grade level, or below a level necessary to function on the job.
 - However, educational level achieved does not provide adequate information
 - Observe during completion of assessment for difficulty reading, writing or understanding
 - Consider testing (tests provided through IWD)
 - IEP goals to support findings

Veteran or Eligible Spouse

- Applicant served on active duty and discharged with other than a dishonorable discharge
- Qualified spouse is one whose spouse died, was disabled while on active duty, or spouse is a POW/MIA

Disability

- The regulations define “disability” as: a condition attributable to mental or physical impairment, or a combination of mental and physical impairments, that results in substantial functional limitations in one or more of the following areas of major life activity: (A) self-care; (B) receptive and expressive language; (C) learning; (D) mobility; (E) self-direction; (F) capacity for independent living; (G) economic self-sufficiency; (H) cognitive functioning; and (I) emotional adjustment

To count Disability as M in N

- For disability to count for the most-in-need measure or to establish status as a family of one, there must be medical documentation. If there has not been an official determination of disability, you may use a doctor's statement that satisfies the criteria that describes :
 - 1) a mental or physical impairment (or combination of impairments); 2) that results in substantial functional limitation; 3) in one or more of the nine areas of major life activity. (See Data Collection Handbook)
- The doctor does not have to use the word "disability," but the statement must cover all three aspects of the definition. Grantees are not allowed to use their own judgment about whether a medical impairment exists and whether it substantially limits functioning in one of the areas.

Or . . .

- A determination by Social Security.
 - SSDI: Social Security Disability, the objective standards and existence of a formal medical determination is sufficient to establish disability for SCSEP.

Failed to find employment after using WIA Title I

- WIA Title I are services to adults
- Registration alone or use of the one-stop center does not constitute registration (enrollment) in WIA
- There are two levels of core services under the Workforce Investment Act in Iowa.

WIA Core Services in Iowa

- The first core service level is simply informational and self-service and does not constitute an enrollment in the WIA program.
- Level one core services are outreach, intake, determination of eligibility, initial assessment of skill levels, job match, provision of LMI, job vacancy listings, information on skills for certain jobs, information on demand occupations, etc. None of these are considered an enrollment in the WIA program.

Core Services Second Level

- The second level of service is staff-assisted core services and this constitutes enrollment in the WIA program.
- Staff-assisted core services consist of staff-assisted job search and placement, screened job referrals, staff-assisted job development and staff-assisted workshops. These all constitute an enrollment in WIA.
- Participation in level two core services in Iowa is considered enrolled in WIA Title I and is the positive answer to this performance measure

Low Employment Prospects

- Low employment prospects means the likelihood that an individual will not obtain employment without the assistance of SCSEP or another workforce development program.
- Persons with low employment prospects have a significant barrier to employment.
- A statement such as first bullet above is not sufficient for validation of LEP.

LEP barriers maybe but are not limited to:

- lacking a substantial employment history,
- basic skills, and/or English-language proficiency;
- lacking a high school diploma or the equivalent;
- having a disability;
- being homeless; or
- residing in socially and economically isolated rural or urban areas where employment opportunities are limited

Automatic LEP if you have documented

- Homeless or at-risk of homelessness
- Live in a rural area
- Limited English proficiency
- Low literacy or
- Disability

Is that all?

- NO – the Most-in-Need count only upon enrollment (No ability to update from year to year)
- The good news is:
 - WAIVER FACTORS COUNT in the MiN!!!!!!
The Most-in-Need performance elements need to be entered as discovered and updated every year even if the grant does not allow waivers of durational limits

Service to Most-in-Need

- Average number of barriers to employment per participant.
- The total number of the following characteristics: severe disability, frail, age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIA Title I, and homeless or at risk of homelessness divided the number of participants who are active on the last day of the reporting period or who exited during the reporting period

2) Waiver Factors for durational limit

- severe disability,
- frail,
- age 75 or older, old enough for but not receiving SS Title II,
- severely limited employment prospects and living in an area of persistent unemployment

Severe Disability

- Severe disability means a severe, chronic disability attributable to mental or physical impairment, or a combination of mental and physical impairments, that
 - is likely to continue indefinitely, and
 - results in substantial functional limitation in 3 or more of the following areas of major life activity:
 - self-care,
 - receptive and expressive language,
 - learning,
 - mobility,
 - self-direction,
 - capacity for independent living,
 - economic self-sufficiency.

Documentation of Severe Disability

- Severe disability is a different measure than disability and needs to be documented separately from disability.
- Severe disability must be documented by a physician's statement.

Frail

- Frail means that an individual 55 years of age or older is determined to be functionally impaired because the individual:
 - is unable to perform at least two activities of daily living (next slide) without substantial human assistance, including verbal reminding, physical cueing, or supervision; or

Frail

- due to a cognitive or other mental impairment, requires substantial supervision because the individual behaves in a manner that poses a serious health or safety hazard to him- or herself or to another individual.
- Frailty must be documented by a qualified professional.

Activities of Daily Living

- eating,
- bathing,
- dressing,
- toileting, and
- transferring

Old Enough for Social Security Retirement but Not Eligible

- An individual who qualifies for SS retirement benefits at age 62
- But if an individual is 62 or over and does not have sufficient wage credits to qualify for retirement benefits
- Social Security can issue a document to confirm this

Severely limited employment prospects in area of persistent unemployment

- To earn this waiver factor, both elements have to exist
- Severely limited employment prospects means a substantially higher likelihood that an individual will not obtain employment without the assistance of the SCSEP or another workforce development program.

Severely limited employment prospects in area of persistent unemployment

- Persons with severely limited employment prospects have at least two documented barriers to employment; significant barriers to employment may include but are not limited to:
 - lacking a substantial employment history,
 - basic skills,
 - and/or English-language proficiency,
 - lacking a high school diploma or the equivalent,

Severely limited employment prospects in area of persistent unemployment

- having a disability,
- being homeless; or,
- residing in socially and economically isolated rural or urban areas where employment opportunities are limited.

Persistent Unemployment

- Is the annual average unemployment rate for a county or city is more than 20 percent higher than the national average for two out of the last three years.
- SPARQ home page has a state by state county list that identifies those counties meeting this definition.

City of Residence

- If the county in which the participant resides does not meet the definition of persistent unemployment, one may then determine whether the city of residence meets the definition. Official sources, like the state's Labor Market Information agency, can be the basis for this determination and but need to use use the regulatory formula.
- The data for the past three years and the source of the data must be documented.

Age 75 or Older

- SPARQ automatically tracks this and gives credit to MiN

Thank you!

Questions and answers